



John Blow Primary School

Home and School Partnership
Handbook

September 2026

Welcome to John Blow Primary School

Our vision

At John Blow Primary School, we strive to provide an environment where children can be the best they can be. Through the delivery of a collaborative, engaging and purposeful curriculum, children will become prepared for the challenges that they face as they grow and develop. This is underpinned by opportunities to enhance pupils' cultural capital. By lighting the spark for life-long learning, John Blow pupils will become resilient, hard-working and focused learners with positive relationships central to their academic, emotional and mental well-being development.



Our motto

"Be the best you can be"

Our Curriculum Drivers

Resilience
Collaboration
Curiosity
Empathy
Purpose
Being Prepared



Our curriculum drivers are interwoven into the day-to-day events in school. We encourage the children to utilise these behaviours towards their learning and school life to enable us to fulfil our school vision.

Safeguarding and Child Protection Information

Safeguarding in schools is everyone’s responsibility . All staff and volunteers at John Blow Primary School are trained to ensure safeguarding procedures and practices are implemented.

A full copy of the Child Protection Policy (September 2026) can be found on the website.

If you have any safeguarding concerns of any size or nature, please speak to the Designated Safeguarding Lead (DSL) Ben Carver (Headteacher) immediately.

At John Blow Primary School, the welfare and wellbeing of our students is paramount
The John Blow Primary School’s Safeguarding Team is made up of:

Designated Safeguarding Lead (DSL)	Deputy DSL
Mr Ben Carver Headteacher	Mr Ben Barnard Deputy headteacher

Meet the John Blow Primary School Safeguarding Team



Designated Safeguarding
Lead (DSL) - Ben Carver -
Headteacher



Deputy DSL- Ben Barnard
- Deputy Headteacher



Our safeguarding governors
are Adrienne Allcock and
Cameron Lord.

Nottinghamshire County
Council's LADO can be con-
tacted by telephoning:
0115 8041272



If you have any worries or concerns, you can speak to any member of the John Blow Team.

In the event of the DSLs not being on site,
Tom Straw is the designated person to
share any concerns with.

childline

ONLINE, ON THE PHONE, ANYTIME
childline.org.uk | 0800 1111

Whistleblowing
If an individual is unsure whether to raise a concern or at any stage wants confidential advice, they may wish to contact their Trade Union. Alternatively, they can contact the independent charity Public Concern at Work on 020 7404 6609 or at whistle@pcaw.co.uk – their lawyers can give individuals free confidential advice on how to raise a concern about serious malpractice at work.



**Nottinghamshire
Safeguarding
Children Partnership**

Multi-Agency Safeguarding
Hub (Nottinghamshire) -
0115 977 4247

Lincolnshire
COUNTY COUNCIL
Working for a better future

Lincolnshire County Council
Children's Services - 01522
782111

School staff

Headteacher	Mr Ben Carver
Deputy Headteacher	Mr Ben Barnard
EYFS	Mrs Katie Bingham
Year 1	Miss Eleanor Rainey
Year 2	Miss Ella Milner (EYFS and KS1 Lead)
Year 3	Miss Ellie Holingsworth
Year 4	Mr Carl Newberry (LKS2 Lead)
Year 5	Mr Ben Barnard
Year 6	Mr Tom Straw (UKS2 Lead)
PPA and Leadership Cover	Miss Kaylee Ball

Our Assistant Teacher Team play a key role in supporting all learners across the school. The team is made up of the following members of staff

Mrs Aimee Atkins

Mr Rob Evans

Mrs Felicity Tacey

Mrs Claire Townsend

Mrs Wendy Wray

Midday Supervisors

Miss Jasmin Rick (Leader)

Mrs Cassie Loughton-Howe

Office Manager

Mrs Susan Sim

Caretaker

Mr Ian Sim

Our Wrap-Around Care Team (The Woodlands) is made up of the following members of the team...

Miss Jasmin Rick (Leader)

Mrs Aimee Atkins (Breakfast Club Lead)

Mrs Liz Almack-Boulton

Mrs Cassie Loughton-Howe

Our School Values



We are kind and thoughtful

We show respect

We are focused and prepared to learn

We keep our school attractive and safe

We strive to be the best we can be



Behaviour and Relationships Policy

Our Behaviour and Relationships Policy is underpinned by a values based approach to behaviour management. Children start each week with 30 minutes of Golden Time and if they do not embody our values they will lose some of this time to enable them to reflect on their week on a Friday afternoon.

Golden Time takes place on a Friday afternoon

To ensure a consistent approach to the implementation of this policy, we have a Tiered Behaviour System which is found on the next page. Incidences of behaviour are tracked and monitored to allow us to spot any patterns in behaviour to offer support if required.

We utilise a range of positive praise systems in place including:

- Class Dojo prizes, rewards and incentives
 - Deputy Headteacher Awards;
 - Headteacher Awards;
- Individual class systems chosen by class teachers;
 - Above and Beyond assemblies (Friday am);
 - Merit Assemblies (each half term).



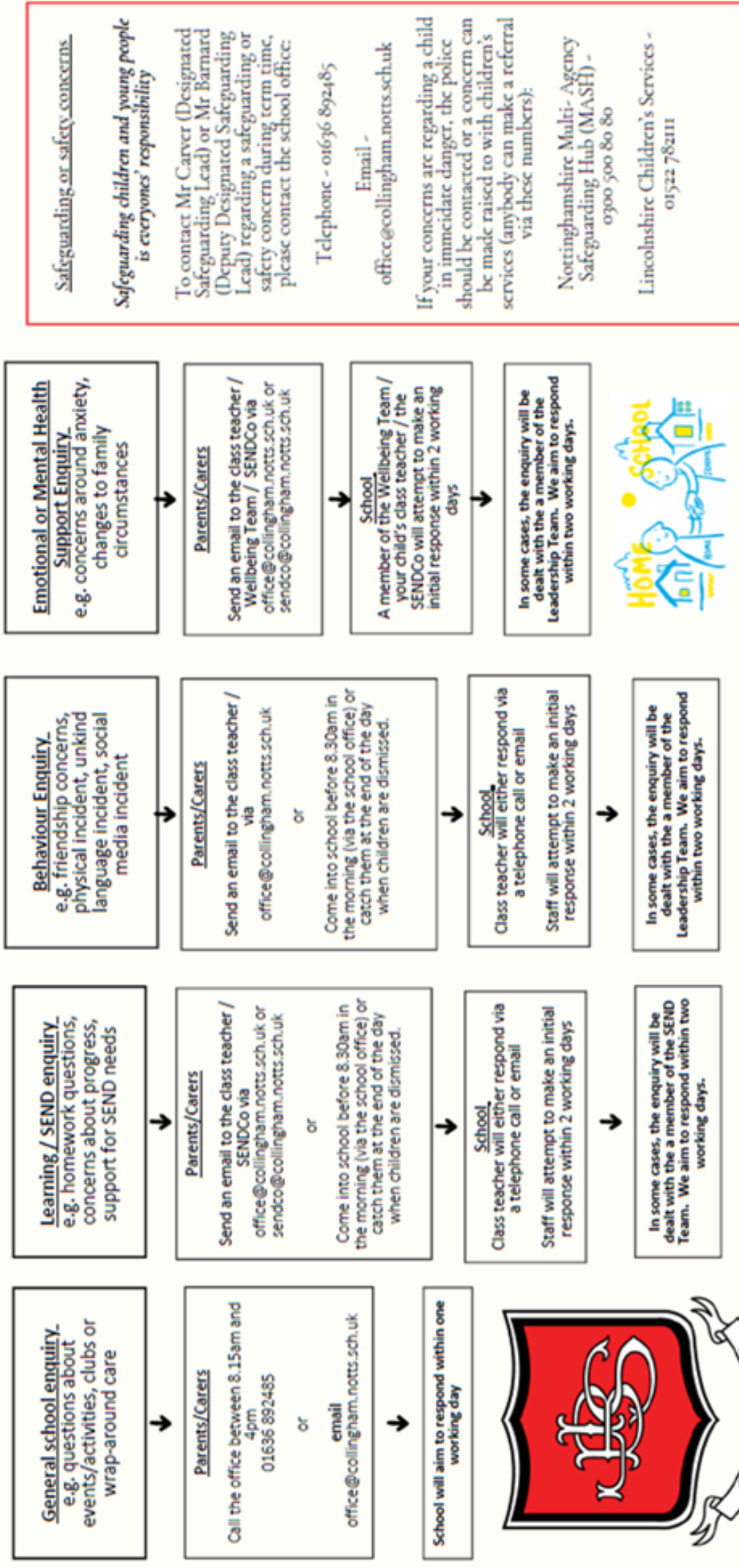
Tiered behaviours at John Blow Primary School

	<i>Tier 1</i>	<i>Tier 2</i>	<i>Tier 3</i>	<i>Tier 4</i>	<i>Tier 5</i>
What behaviours might we see?	Shouting out Tapping Chatting Swinging on chair Slow to start work Distracting others Inappropriate noises Interrupting Eye rolling Pushing in line Minor teasing Untidy desk / area Calling names jokingly / unkind comments Making faces or gestures Excessive chatting Refusal to come inside (after break) Arguments during games	Throwing equipment Persistent calling out Leaving an agreed area Refusal to follow instructions Running indoors Rough play Walking away from an adult Repeated unkind comments Minor vandalism Persistent dishonesty Play fighting Unsafe climbing Rough football play Incomplete work due to disengagement Repeat of Tier 1 behaviours	Walking away from an adult Absconding from classroom Swearing Inappropriate language / comments Purposefully breaking equipment Taking equipment of others Stealing Misusing equipment Repeated refusal Spitting Inappropriate gestures Physical aggression Throwing items at playtime Inappropriate online behaviour Misuse of Chrome Books / Tablets Sharing inappropriate images online	Fighting Physically harming another person where a mark is left (Pinching, pushing, slapping, kicking) Climbing on furniture Aggressively pushing of another person Deliberate harm to others Deliberate destruction of equipment Spitting Repeatedly leaving classroom Disrespectful tone to adults Aggressive swearing directed at others Inappropriate online searches	Leaving school site Bullying Racist language Homophobic language Discriminatory language Targeted verbal abuse Copying inappropriate online trends Bringing prohibited items into school Misuse of phone during the school day Serious threats Online bullying (having an impact in school)
How should adults respond?	95% toolkit Verbal reminders Access to calm space / Regulation Area	95% toolkit Verbal reminders Loss of Golden Time (5 mins) Negative Dojo Class teachers / assistant teachers to support reflection and repair Reset time in a partner classroom Access to calm space / Regulation Area	Time out to reset with a member of SLT Loss of Golden Time (10 mins) Negative Dojo Parents to be informed by class teacher Incident and follow up to be logged on CPOMS Fix it reflection form to be completed	SLT to be called Remove from situation Incident and follow up to be logged on CPOMS Loss of Golden Time (10 mins) Negative Dojo Fix it reflection form to be completed Potential restriction of playtimes / lunchtimes Time in internal isolation	Immediate referral to headteacher Remove from classroom / area Parents to be contacted by Headteacher Incident and follow up to be logged on CPOMS Behaviour support plan / Pastoral Support Plan to be put in place Referral to BPBP / MASH Time in internal isolation

Certain incidences may bypass the Tier System and will be treated in line with the MASH guidance
Incidences of self-harm will be dealt with separately from this system

Responses to behaviour must consider the ages, needs and circumstances of the children involved.

JOHN BLOW PRIMARY SCHOOL COMMUNICATION FLOWCHART



It is imperative that these channels are followed when raising communication with school.
The pathways are in place to ensure that policies and procedures are adhered to.



Our school day:

Our school day begins at 8.40am, when the school gates open and children are welcomed into school for a 'soft start'.

The soft start provides children with a calm and positive transition into the school day. From 8.40am to 8.50am, children come into school, settle into their classrooms and prepare for the day ahead.

At 8.50am, learning begins. Children complete a planned morning activity which helps them to settle, focus and engage with their learning. This is an important part of the school day and supports children to make a positive start to their morning.

We ask that all children arrive in time to be in their classroom and ready to learn by 8.50am. Arriving at the school gate at 8.50am does not allow sufficient time for children to come into school, settle and be ready for learning.

Our daily assembly begins at 9.05am. The 15 minutes between 8.50am and 9.05am are an important opportunity for children to complete their morning activity, connect with their teacher and classmates, and begin the day positively.

Every minute counts. A few minutes missed each morning can quickly add up over a term and can mean that children miss valuable learning time. We therefore ask families to make arriving at school on time part of their child's daily routine.

Please aim to arrive between 8.40am and 8.50am so that your child is settled, in their classroom and ready to learn at 8.50am.

The school day

School times

School times are as follows: 8.50 am – 12 noon
1.00 pm – 3.30 pm

Assemblies

Assemblies are held in the school hall on the following day:

Monday	9.05 am	Mentoring groups
Tuesday	9.05 am	Whole school assembly
Wednesday	9.05 am	Whole school assembly
	2.00pm	Singing assembly
Thursday	9.05 am	Share a story assembly
Friday	9.05 am	Above and Beyond assembly

Playtimes

Morning playtime 10.15 – 10.30 am
Afternoon playtime 2.15 – 2.30 pm

Attendance

We strive to ensure that all children are meeting our attendance target of >96%. The Arbor Parents App provides you with a 'live' attendance figure for your child.

Please see our Attendance Information for Parents' Booklet which is available on our school website.





Arbor

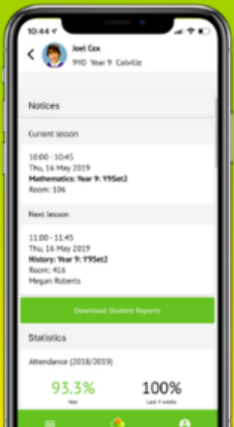
Arbor – Our School Communication App

We have moved to Arbor as our main system for school communications, payments and bookings. Arbor provides parents and carers with one convenient place to receive important school messages, view information about their child, make school payments and book activities such as clubs, trips and other events. Parents and carers are encouraged to download the

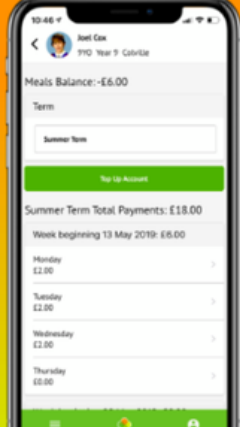
Arbor app to their smartphone or tablet and ensure that their contact details are kept up to date so that they receive all school communications promptly. The app can be downloaded free of charge from the Apple App Store or Google Play Store. Using Arbor will help us to streamline

communication with families and provide a simple, secure and convenient way to manage many aspects of your child's school life.

Check on your child from anywhere



Make payments on the go





Arbor App & Portal

- View your child's Timetable, Clubs and Attendance
- Pay for School Meals
- Update your details
- Receive instant messages
- Sign up to trips and after-school clubs

No more forms!





Supporting your child at home

To utilise the partnerships between home and school we ask the following from you:

- Read regularly with your child and record this in their reading record (this can be sharing a story, hearing them read or talking about a book they have read).
- Support the children in completing their weekly home learning tasks (Y1-Y6).
- Develop their number fluency and mathematical skills through:
 - Singing number songs and nursery rhymes
 - Talking about numbers around their environment
 - Learning number bonds to 5, 10, 20 and 100
 - Counting in different steps (2s, 5s, 10s, 3s, 4s etc.)
 - Practising the recalling of multiplication facts
 - Learning to tell the time on an analogue and digital clock
 - Weighing ingredients for cooking and baking
- Utilise online platforms to support learning at home:
 - Year 2 - 6 - Spelling Shed, TTRS and Sumdog
- Engage with activities and events (which will be communicated with you throughout the year).
- Share any concerns you have regarding your child with their class teacher - this can either be informally at the end of a school day or through a meeting which can be arranged by emailing the school office - office@collingham.notts.sch.uk



Our school's uniform

The following items form part of the John Blow Primary School uniform:

Grey/Black trousers, skirt, dress, or shorts

A red and white summer dress

A white or red polo shirt or white shirt

A red sweatshirt or cardigan (our hoodies are for PE and not general uniform)

Black shoes

For PE, the children will need to come into school in their PE kit and stay in it for the day. The PE kit consists of:

A red or white t-shirt

Black shorts or trousers

A black or red zip-up top or hoodie

Trainers

Football shirts/kits will not be permitted as part of the PE kit

Jewellery should not be worn in school. The only exception is for pierced ears where studded earrings may be worn. Smart Watches (non-cellular) are permitted in school; if these are causing a distraction to learning, we will ask for them to be removed - if this is the case, we will inform parents of this decision via a phone call.

Long hair will need to be tied back during activities which pose a risk of hair becoming tangled (e.g. PE and Design and Technology activities)

A full copy of the School Uniform Policy is available on the school website.

Please scan the QR code to access our
Microsoft Form to sign the partnership
agreement

Home School Partnership Agreement 2026

